Citizens' Independent Transportation Trust (CITT)

Business Plan Report

Customer

Objective Name	Owner(s)
Increased public knowledge and understanding of public transportation alternatives and benefits (CITT)	Nan Markowitz John Prats

Initiatives Linked To Objective **Owner(s)**

GrandParent Objectives

Educate the community regarding transportation issues and opportunities

Parent Objectives

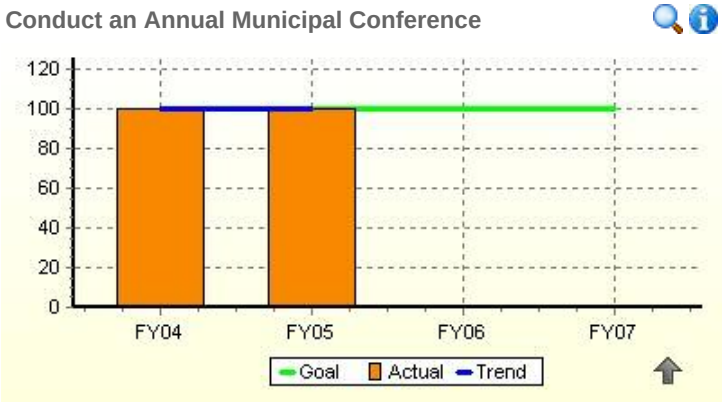
(TP2.1) Increased public knowledge and understanding of public transportation alternatives and benefits

Measures	Owner(s)
Conduct an Effective Annual Municipal Conference measured via survey	John Prats Nestor Toledo

Related to Outcome TP2-1: Increased public knowledge and understanding of public transportation alternatives and benefits. In an effort to comply with Ordinance 02-117, section (f) (2) "to assure compliance with any limitations imposed in the levy on the expenditure of surtax proceeds, including but not limited to..." Powers and duties: Section (f) (1)"to monitor, oversee, review, audit, and investigate implementation of the the transportation and transit projects funded in whole or in part with surtax proceeds..." The OCITT is bringing together representatives from all participating municipalities to exchange and provide relevant information pertaining to the Interlocal Agreements between the County and respective municipalities. - Effectiveness will be measured via participant survey -

Performance Graph

Conduct an Annual Municipal Conference



good direction updated: 12/20/2005

Initiatives Linked To Measure **Owner(s)**

Child Measures Linked To Measure

ACTUAL	GOAL	DATE

Develop and distribute quarterly report as per Ordinance 02-117, to Mayor and BCC.	John Prats

Related to Outcome TP2-1: Increased public knowledge and understanding of public transportation alternatives and benefits. Ordinance 02-117 directs the CITT to file a report, including any recommendations, with the Mayor and the County Commission on a quarterly basis regarding the implementation of the projects funded by surtax proceeds

Performance Graph

Develop and distribute quarterly repor...

Initiatives Linked To Measure **Owner(s)**

Child Measures Linked To Measure

ACTUAL	GOAL	DATE

good direction

updated: 4/20/2006

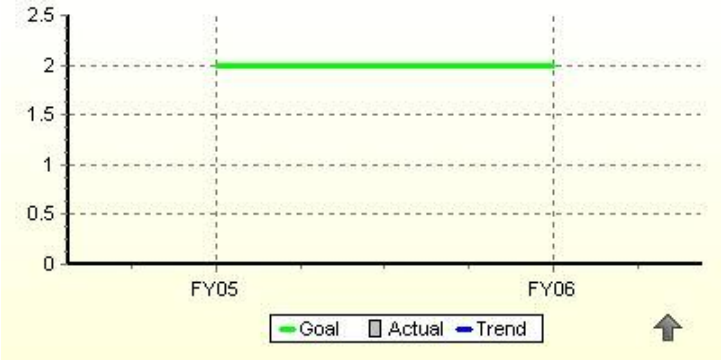
Promote miamidade.gov/citt to increase citizens' knowledge of the PTP

John Prats Patrice Rosemond

Related to Outcome TP2-1: Increased public knowledge and understanding of public transportation alternatives and benefits. Measured by a two (2) percent annual growth in average daily visits to miamidade.gov/citt. To remain connected with the citizens' that adopted the People's Transportation Plan, the OCITT is proactively increasing its Community Outreach efforts. This will be measured through the increase in community awareness. (# of individual visitors in 2005 - 18,222) (# of times the site was visited in 2005 - 48,132)

Performance Graph

Promote miamidade.gov/citt to increase...



updated: never

Initiatives Linked To Measure **Owner(s)**

Child Measures Linked To Measure

	ACTUAL	GOAL	DATE

Financial

Objective Name	Owner(s)
Meet Budget Targets (CITT)	Marlene Amaro John Prats

Initiatives Linked To Objective **Owner(s)**

GrandParent Objectives

(ES8.2) Planned necessary resources to meet current and future operating and capital needs (priority outcome)

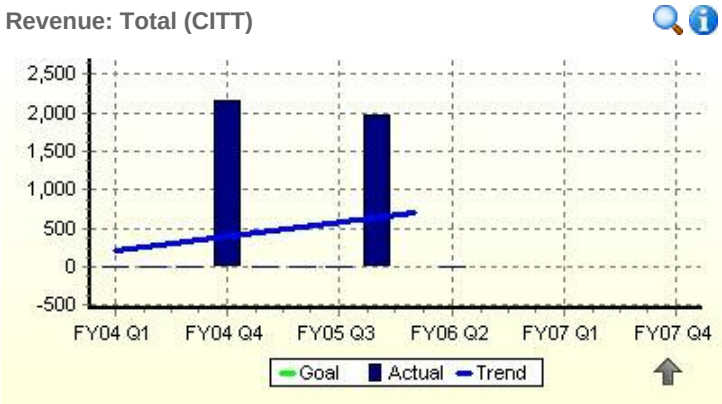
Parent Objectives

(ES8.2.1) Meet Budget Targets

Measures	Owner(s)
Revenue: Total (CITT)	Marlene Amaro John Prats

Performance Graph

Revenue: Total (CITT)



good direction updated: 2/28/2006

Initiatives Linked To Measure **Owner(s)**

Child Measures Linked To Measure

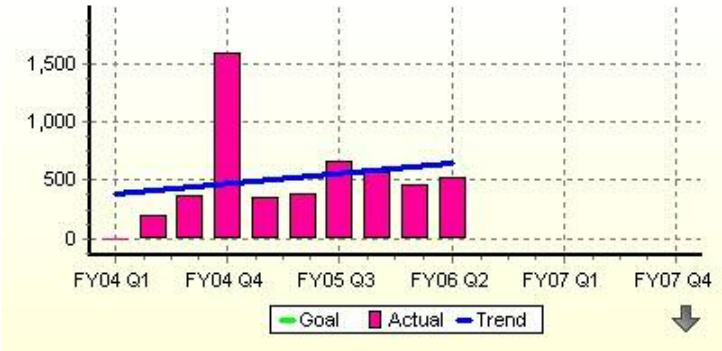
ACTUAL	GOAL	DATE

Expen: Total (CITT) Marlene Amaro John Prats

Total expenditures in $1,000s (from roll-up of Personnel, Other Operating, and Capital)

Performance Graph

Expen: Total (CITT)



good direction updated: 2/28/2006

Initiatives Linked To Measure **Owner(s)**

Child Measures Linked To Measure

ACTUAL	GOAL	DATE

Objective Name **Owner(s)**

Effective management and oversight of dedicated transit funds (CITT) John Prats

Initiatives Linked To Objective **Owner(s)**

GrandParent Objectives

Improve mass transit along major corridors and between major origin and destination locations

Parent Objectives

(TP5.3) Effective management and oversight of dedicated transit funds (priority outcome)

Measures **Owner(s)**

Audit four (4) municipalities per fiscal year John Prats Maria Johnson

Related to Outcome TP5-3: Effective management and oversight of dedicated transit funds (priority outcome) In an effort to comply with Ordinance 02-117, section (f) (2) "to assure compliance with any limitations imposed in the levy on the expendiure of surtax proceeds, including but not limited to..." The OCITT has partnered with the office of Audit and Management Services to perform the four (4) audits.

Performance Graph

good direction updated: 5/26/2006

Initiatives Linked To Measure **Owner(s)**

Child Measures Linked To Measure

ACTUAL **GOAL** **DATE**

Prepare and submit to the Trust , Surtax related monthly financial reports to ensure compliance with Ordinance 02-117. Marlene Amaro John Prats

Related to Outcome TP5-3: Effective management and oversight of dedicated transit funds (priority outcome)

Performance Graph

good direction updated: 4/25/2006

Initiatives Linked To Measure **Owner(s)**

Child Measures Linked To Measure

ACTUAL **GOAL** **DATE**

Prepare annual budget for the CITT (follow OSBM guidelines) Marlene Amaro John Prats

Related to Outcome TP5-3: Effective management and oversight of dedicated transit funds (priority outcome)

Performance Graph

Initiatives Linked To Measure **Owner(s)**

Prepare annual budget for the CITT (fo...

good direction updated: 2/13/2006

Child Measures Linked To Measure

ACTUAL	GOAL	DATE

Prepare annual financial statements to ensure compliance with Ordinance 02-117 Marlene Amaro John Prats

Related to Outcome TP5-3: Effective management and oversight of dedicated transit funds (priority outcome)

Performance Graph

Initiatives Linked To Measure **Owner(s)**

Prepare annual financial statements to...

good direction updated: 1/31/2006

Child Measures Linked To Measure

ACTUAL	GOAL	DATE

Process monthly municipal surtax transfers within 10 working days of FAMIS posting Marlene Amaro John Prats

Related to Outcome TP5-3: Effective management and oversight of dedicated transit funds (priority outcome)

Performance Graph

Initiatives Linked To Measure **Owner(s)**

Process monthly municipal surtax trans...

good direction updated: 4/26/2006

Child Measures Linked To Measure

ACTUAL	GOAL	DATE

Review the pro forma on an annual basis and recommend adjustments Maria Johnson John Prats

Related to TP5-3: Effective management and oversight of dedicated transit funds (priority outcome) At the request of the Citizens' Independent

Transportation Trust, the OCITT is project manager overseeing the work of the CITT's Financial Consultant, who reviews the pro forma on an annual basis and recommends adjustments.

Performance Graph

Review the pro forma on an annual basi...

good direction

updated: 12/20/2005

Initiatives Linked To Measure **Owner(s)**

Child Measures Linked To Measure

ACTUAL	GOAL	DATE

Internal

Objective Name	Owner(s)
Support CITT Member Needs as per Ordinance 02-117	Nan Markowitz John Prats

Initiatives Linked To Objective **Owner(s)**

GrandParent Objectives

Improve mass transit along major corridors and between major origin and destination locations

Parent Objectives

(TP5.3) Effective management and oversight of dedicated transit funds (priority outcome)

Measures	Owner(s)
Agenda Secretary to submit draft CITT minutes no later than seven (7) working days after the meeting	John Prats

Related to Outcome TP5-3: Effective management and oversight of dedicated transit funds (priority outcome) To remain responsive to the citizens' of Miami-Dade County, minutes are posted on our website so that interested stakeholders can follow the progress and accomplishments of the CITT and the PTP.

Performance Graph

good direction updated: 5/11/2006

Initiatives Linked To Measure **Owner(s)**

Child Measures Linked To Measure

	ACTUAL	GOAL	DATE
Finance and Project Review Committee meeting minutes submited as draft to the Asst. to the Exec. Director no later than seven (7) working days after the meeting	7	7	Apr 2006

Number CITT Committee Meetings held quarterly John Prats

Related to Outcome TP5-3: Effective management and oversight of dedicated transit funds (priority outcome)

Performance Graph

good direction updated: 4/28/2006

Initiatives Linked To Measure **Owner(s)**

Child Measures Linked To Measure

ACTUAL	GOAL	DATE

Number Full Trust CITT Meetings held quarterly John Prats

Related to Outcome TP5-3: Effective management and oversight of dedicated transit funds (priority outcome) Nan Markowitz John Prats

Performance Graph

Initiatives Linked To Measure **Owner(s)**

Number Full Trust CITT Meetings held m...

Child Measures Linked To Measure

ACTUAL **GOAL** **DATE**

good direction updated: 4/25/2006

Review the agenda items submitted by MDT and PWD (by submittal deadline) Maria Johnson John Prats

Related to Outcome TP5-3: Effective management and oversight of dedicated transit funds (priority outcome) In keeping with the CITT's responsibility to monitor and oversee the spending of the Surtax, OCITT staff carefully reviews all contracts submitted by PWD and MDT to ensure fiscal compliance with the People's Transportation Plan. Review the agenda items submitted by MDT and PWD (by submittal deadline) and submit OCITT staff questions to MDT and PWRD no later than four (4) working days prior to package mailout deadline

Performance Graph

Initiatives Linked To Measure **Owner(s)**

Review the agenda items submitted by t...

Child Measures Linked To Measure

ACTUAL **GOAL** **DATE**

good direction updated: 5/10/2006

Learning and Growth

Objective Name	Owner(s)
Staff training and development	John Prats

Initiatives Linked To Objective	Owner(s)	GrandParent Objectives

Parent Objectives

Measures	Owner(s)